



17555 PEAK AVENUE MORGAN HILL CALIFORNIA 95037
AFTER ACTION MINUTES
LIBRARY COMMISSION

MORGAN HILL CITY HALL
Council Chambers
17000 Monterey Road
Morgan Hill, CA 95037

LIBRARY COMMISSION

Chair
Vice-Chair
Commission Member
Commission Member
Commission Member
Commission Member
Commission Member
Commission Member

Jeanne Gregg
Charles Dillmann
Kathleen Stanaway
Charles Cameron
George Nale
Mary Ellen Salzano
Einar Anderson
Ruth Phebus
Vacant

MONDAY, JUNE 7, 2004

7:55 P.M.

CALL TO ORDER

Chair Gregg

ROLL CALL ATTENDANCE

Absent: Commissioners Stanaway, Phebus

Attending: Council Library Sub-Committee Members: Mayor Kennedy, Council member Tate

DECLARATION OF POSTING OF AGENDA

Per Government Code 54954.2

PLEDGE

OPPORTUNITY FOR PUBLIC COMMENT

REPORTS

1. COUNTY LIBRARY REPORT

Legislation, Funding & Budgeting

**County Librarian
Melinda Cervantes**

The California Special Districts Association has included in their budget “deal” an exemption for Libraries from an ERAF shift. If this is approved by the State Legislature when they adopt the State Budget for FY05, then the Library will adjust the proposed budget accordingly and may be able to avoid any layoffs and Restore the book budget. There are currently 16.5 FTE positions vacant that will be deleted July 1st and 12 Additional confirmed employee retirements for a total of 38 positions eliminated.

FY05 Recommended Budget for the Library will be presented to the Library JPA Board on June 3, 2004. The Budget includes a 12% cut in library programs, collections and services. The Cities of Campbell and Cupertino Have informed the Library that they will not be funding Sunday hours of operation effective July 1, 2004. Staff Proposed cutting library hours, closing all libraries on Monday and eliminating some bookmobile stops effective Nov. 1, 2004. The book budget would be cut by 34%.

- B. Library JPA Board votes to increase Fines & Fees effective July 1, 2004. For example, overdue fines for feature videos and DVDs will be \$1.00 per item per day and a new fee of \$1.00 per hold placed on each item (the first three holds are free). All items returned on time are free. Library JPA Board discussed returning to the voters in a special election on June 7, 2005.

The following recaps our estimated impact of State Budget action upon Library resources:

*Motor Vehicle In-Lieu Fees (VLF): The State is returning to the VLF levels of 2 years ago but can not implement the change for 3 months. Through the budget action, the State will not “back-fill” the amounts owing cities and counties (and the library) for that three month period. The loss in revenue to the Library is estimated at \$370,000.

*Public Library Foundation (PLF): The State has dropped funding from a high of \$58 million in 2001 to \$15.8 million. The loss in revenue to the Library is \$421,000.

*Transaction Based Reimbursement (TBR): The State has funded TBR at \$12.1 million, the same as last fiscal year. The Library anticipates receiving \$1.4 million in revenue.

The total FY04 loss to the Library from State budget decisions is \$791,000.

The Governor’s May Revised State Budget recommends a property tax shift of \$1.3billion away from cities and counties, including the County Library, to balance the State Budget. It is estimated that the Library will lose 15% or \$3.8 million annually if passed by the State Legislature. This is in addition to the \$1 million in increased operating expenses for FY05 and does not include the potential loss of \$5.3 million when the Benefit Assessment expires in June 2005.

**Deputy County Librarian
Sarah Flowers**

Joint Powers Authority

Council Member Steve Tate

JPA Board passed the County Library Budget pending State Budget news and will review again on August 26. JPA continues to review the prospect of when to hold a special election regarding operational

funding. Commissioner Anderson inquired if the measure can be worded to avoid assessment on specific demographics, such as property owned by older adults over the age of 65. Council Member Tate said no. Commissioner Nale noted that the first mailing on the last election appeared ineffective, but the second mailing was very good.

2. MORGAN HILL LIBRARY REPORT

User Statistics-Staffing-Programs-Upcoming Events

**Community Librarian
Nancy Howe**

Community Librarian Howe reported that the newspaper article stated that the Morgan Hill Library hours would decrease from 54 to 30 hours and that wasn't entirely true as it was one of the possibilities to offset the operational funding shortfall. She was not sure at the time of how the budget would impact operations.

She passed out the new fee structure for fines and fees. Please see attached "Santa Clara County Library Fines & Fees Policy Changes".

Librarian Howe reported that the Reading Program for summer which typically is slated for youth and teens has expanded to adults. Commissioner Salzano noted this was a nice addition.

There will be a library volunteer reception on August 7 from 2 to 4 pm.

Rotary, on behalf of their program speakers, made a donation to the library. Library card campaign continues for grades K through 3rd. Look out for the Morgan Hill Library Drill Team at the IDI Fourth of July Parade!

The children's section of the library has some new furniture on the behalf of Oakwood Country and Shadow Mountain Schools.

3. LEGISLATIVE COMMITTEE

No report.

Vice-Chair Dillmann

4. YOUTH ADVISORY COMMITTEE

Not available to report

**Chair England
Vice-Chair O'mahen**

5. CONSENT CALENDAR

APPROVAL OF MEETING MINUTES OF MAY 24, 2004

Deferred to next meeting.

Chair Report

Provide a report on the Library Commission Booth at the South County Business Expo on JUNE 2

Commissioners Nale and Anderson reported that the Business Expo was very slow and they received a few responses to the site survey.

BUSINESS

1. REVIEW THE SITE CRITERIA, FINANCIAL ANALYSIS, AND PUBLIC SURVEY REGARDING THE NEW LIBRARY SITE FOR SITE RECOMMENDATION .

Recommended Action: Discuss information on financial analysis, public outreach and site criteria ratings and make a **recommendation on site location** for City Council consideration at their June 23 meeting.

Exhibit titled "LIBRARY COMMISSION'S SITE SELECTION CRITERIA" discussed at May 24 Special Meeting was distributed which contained the site criteria the Commission agreed on; comments from the May 24 meeting on site considerations; Library Site Selection Criteria as presented by Council member Tate; Community Development Department Memorandum commenting on the Downtown Library Proposal in relation to the proposed Downtown plan; letter from Glenrock Builders dated May 21, 2004 with a conceptual site drawing; Library Survey Results as of 6/2/04 and Library Survey Comments.

City Manager Ed Tewes reported that the Library Commission did not need to make a decision based on finances as it appears that both projects will be close in construction costs with the new lease option from Mr. Garcia. Currently there is not a formal proposal to evaluate regarding the Downtown site and the offsite questions remain. There is a funding gap for either project and staff is working with the Sub-Committee to propose a funding strategy. Also, the proposed Downtown Plan did not anticipate a library so there are inconsistencies that will have to be addressed if this site is chosen.

Commissioner Salzano stated that she would be abstaining from voting due to the quick timeframe and concern about fiscal responsibility.

City Manager Tewes responded that the City Council at their retreat in January established a goal to come up with a strategy for financing and site selection for the library project by the end of June. The question today is which of the two alternatives should we continue to work on?

Commissioner Anderson commented that he wanted to address community concerns on the Downtown site: Parking, operational challenges of a two story building, security with the courthouse nearby, and results of the public opinion survey.

Chair Gregg stated that she was looking for what is best for the City of Morgan Hill. Her review of the criteria was as follows:

1. Customer Access: sites tie for access; civic center has better parking; tie for pedestrian safety
2. Visibility: Downtown wins
3. Flexibility: Civic Center wins
4. Public Acceptance: Civic Center wins

In her opinion parking is the issue and based on these reasons she favors the Civic Center site.

Vice-Chair Dillmann raised the following issues: What is the future of the Civic Center site? Library was integrated into a master plan site design. Should the Civic Center be moved out totally?

Traffic downtown situation is poor

Downtown site, is this the best use of the property? Mixed use possibly better?

Library downtown may be antagonistic, not necessarily synergistic

Area South of Dunne is in need of improvement as well

What about the new bill for increased library building funding?

Which site has the most potential for growth?

Commission Cameron noted that the downtown has a lack of ground space and it doesn't fit well for the footprint. The railroad tracks are a safety issue. Civic site more suitable for future expansion.

Commissioner Nale: there is a limited pot of money and Council is committed to the library project and it is an opportune time to move forward on this project.

Public Comment from Bert Berson: Downtown site more risky, but more interesting. Have we considered library branches?

Mr. Garcia noted that the downtown parking survey shows an excess number of parking spaces available now.

Commissioner Cameron: Mr. Garcia did a super job with the Downtown library concept.

Commissioner Nale would like the opportunity to comment on design if downtown site is ultimately chosen.

Commissioner Cameron made the motion to have the Library Commission recommend to Council the Civic Center Site for the library project. Commissioner Anderson seconded the motion. Motion approved 5:0:1 abstain (Salzano).

2. DISCUSS DATE OF NEXT MEETING AS JULY 5 IS A CITY HOLIDAY.

Recommended Action: Determine date of the next monthly meeting.

Library Commission will resume regular scheduled meeting calendar of the second Monday of each month. The next meeting will be held on Monday, July 12 at 7:15pm.

ANNOUNCEMENTS

Motion to adjourn the meeting by Vice-Chair Dillmann, seconded by Commissioner Anderson, all approved.

ADJOURNMENT to the next monthly meeting on **July 12, 2004 at 7:15 p.m. in Council Chambers.**